Crafton Hills College **Academic Senate Minutes**	**Date: March 30th, 2016 (3:00pm-5:00pm)** Next Meeting: April 6th, 2016 Time:3:00p.m. – 5:00p.m. Location: LRC 226

The primary function of the Academic Senate is to make recommendations with respect to academic and professional matters. Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.

Consult Collegially means that the district governing board shall develop policies on academic and professional matters through either or both of the following:

• Rely primarily upon the advice and judgment of the academic senate, OR

The governing board, or its designees, and the academic senate shall reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

Members – Roll Call by Sign in

Sciences(10)	Math, Eng, Art & Instr. Suprt (9)	Career Ed & Hmn Dvlpmnt(6)	Student Services(5)
Denise Allen-Hoyt **Brandi Bailes** **Jeff Cervantez** Richard Hughes **Julie McKee** **Patricia Menchaca** **Ernesto Rivera** -3	**Tom Bryant** **Catherine Hendrickson** Liz Langenfeld **Mark McConnell** Dean Papas **Snezana Petrovic** Jeff Schmidt (Marina Kozanova) -2	**Reynaldo Bell** **TL Brink** **Jim Holbrook** **Meridyth McLaren** **Gary Williams** -1 **Senators at Large(7)** Diane Pfahler **Sherri Wilson** **Laurie Mann** **Hanna Sandy**	**Debbie Bogh** **Robert McAtee** Mariana Moreno Evan Sternard -1 **Part-Time Reps (4)** **Dianne Purves** **Yvonne Bastedo**

Guests: Ben Gamboa, Dr. Bryan Reece, Dr. Cheryl Marshall, Dr. Keith Wurtz, Mark Snowhite, Jeff Warsinski
In accordance with the Ralph M. Brown Act and SB 751, minutes of the Crafton Hills College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are non-voting; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members votes are understood as a vote in the majority.

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	AS President Denise Allen called the meeting to order at 3:02 pm.	
Statements from the public	None	
Administrative Report (5 min)	• Dr. Cheryl Marshall reported. Gala was held on campus for the first time. Was a success. Raised about $83,000. • Daniel Bahner Center: The fund has about 87% of the amount required. • State wide CEO meeting about accreditation. Voted to move towards doing something different (other than ACCJC). Created two work groups to look at options. • Dr. Marshall will hold Open office hours next week.	
CHC Website updates (10 min)	New CHC Web management tool preview – have transitioned to a new tool. Provided a quick	

	demonstration. Training sessions: Friday, April 1 1:15-4:15 & on Flex Day (April 12th).	
CTA Report (2nd mtg) **(5 min) McLaren**	• CTA Elections – nominations, staffing voting polls. • MOU for benefits –2 years, Negotiations continue • CCA/CTA conference – April 15-17 – Hilton Costa Mesa • Last luncheon April 20	
Classified Senate Report (1st mtg)		
Student Senate Report (1st mtg)		
Treasurer's Report (1st mtg)		
Senate Business		
AS President's Report	• Presidential Hiring Committee – HR training on Friday 1-4 pm. • IEPI (PRT) visit Thursday. 2pm-3pm (District Office) – cost? No cost – it is a state funded program. • AB 2352 – Update on status - Board President Longville stated he will request the bill to be withdrawn (or die) • Faculty Fund – income vs expenses • District Assembly Seats (2) • Chancellor is responding to our resolution for full time faculty.	
AS Senators	Seats open for 2 more – • Approve Patty Quach President-Elect Position – still need Need to Add Laura Mann and Hanna Sandy to roll sheet.	Motion: to Approve Patty Quach (Wilson, Hendrickson, MSC)
Approval of 3.2.16 Minutes & Voting Record	Minutes need to clarify the motion related to the adhoc committee assigned to review the registration process.	Motion: to approve minutes and voting record as amended (Purves,Hendrickson, MSC Abstentions – Bell & Bogh)

AS Committee Reports 1st meeting of the month (5 min):
    A. District Assembly (Jim)
    B. Chairs (Mark)
    C. Honors Steering (Debbie)
2nd meeting of the month: (5 min)
    D. Curriculum (Robert M)
    E. Basic Skills (Patricia)
    F. Educational Policy (Rich)
    G. Educational Technology (Denise)
Other Reports (as needed)
SSEEM (1st meeting - Dea**n)**
EPI (Robert)
SSSP (as needed)
Student Equity (as needed)
	D. Biology AAT – puts us at 100%. Will get an update at the next meeting.
	E. No report
	F. Finished the DSPS policy. Finished all of the AS work for the APs and BPs for the year.
	G. Working on revising the instructor and course approval process. Looking to align with the OEI rubric.
	? Have we approved CANVAS – yes the AS did. Now at the district for consideration. Valley is still deciding. Most likely a matter of when, not if. Recommendation to use savings from CANVAS for support of faculty in the migration.	

Old Business		
APs/BPs (Jan-Mar) and AP 4102	Revisions to DA – the ones for this year are done	Motion: to forward all to district assembly

		MSC, 1 nay)
2nd Reading S16.02	Increase of Full-time Faculty Changes to the whereas's forwarded from AS Exec members. Recommendations for changes were presented. Recommendation to include additional tables showing growth in non-instructional and admin staff over the same time periods for board consideration.	Motion: to approve resolution S16.02 (Holbrook, Bastedo, MSC)
Educational Mater Plan (Marshall)	Update on process – Dr. Cheryl Marshall presented the plan draft. Explained process and format. Continue to want feedback and input. Interviews with Student Services? Should have been done. Focus on Chapter 6 - SWAT	
New Business		
Open Educational Resources	Resolution S16.03 Concern that faculty will be pressured to use OE Resources. We can deal with that in the implementation part of the process. Anyone willing to work on part B? Purves, Wilson, Hendrickson, Brink,	Motion: to approve Resolution S16.03 (Brink, Hendrickson, MSC)
DSP and PR feedback update (Keith)	Review and provide input	
Instruction Technology Replacement (Mike)	Update on the replacement cycle – 5 years – Purchased before July 1, 2011. Now have about 1500 machines on campus. Not sure of the number of instructor desktops, 40 total – faculty/staff side.	
District Budget Committee (Mike)	FTES/RAM recommendations for 16-17	Add enrollment management strategies to next agenda.
Announcements		

- Classified Luncheon – Wednesday April 27th 11:30-1:00
- End of Year Part – Friday May 27th (Post Graduation)
- Professor of the Year – watch for voting link
- Public safety – April 11 – will be doing emergency service reenactments
- Theatre production – this weekend – Shakespeare
- Vet Net – April 12th
- Triathlon - Apri16
- Alpha Gamma Sigma events coming up
- Exhibition – April 7 in the gallery

Adjourn

Future Business	
Future Agenda Items	AS Exec to develop policy on Faculty Fund expenditures District Prioritization Process (Wurtz) Course Caps (Reece) Ad Hoc Registration Committee of AS Student Death Policy (with Ed Policy) Posting Policy (mike – 2nd meeting in April) Flexible Calendar (1st meeting in April) International Baccalaureate (Debbie) Prioritizing a list for projects (bond/other $) (1st meeting in May) Non-Credit Committee (pending research)

	represented? Update on what is being done to support re-entry students

BP & AP Review Cycle:
[Click here to view CCLC Policies & Procedures](#)
~~Nov: AP4021, AP4022, BP4026, AP4026~~
~~Dec: BP4060, AP4060, BP4225, AP4225, BP4231, AP4231~~
~~Jan: BP4300, AP4300, AP5011, AP5012~~
~~Feb: BP5015, AP5015, BP5035, AP5035, BP5052, AP5052~~
~~Mar: BP5140, AP5140, BP5205~~